

MINUTES

DD/S STAFF MEETING

20 June 1972

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2. HR [] National Security Information--Classification, De-classification and Access - [] discussed briefly the new Headquarters Regulation [] noting that while it will not be a best-seller, it is to be read "avidly". Of significance is that classification of documents can no longer be left to the secretaries who prepare them. Bob noted that the regulation is not yet effective and that we are awaiting word from the White House that our paper meets all essential criteria. A Headquarters Notice will be issued to announce the effective date.

Bob noted that the regulation specifies the use of a rubber stamp "Exempt from general declassification schedule" which is at variance with the initial distribution of the stamp. When the regulation is effective you may use the one you have until you receive the corrected stamp. It is expected that a full supply will be received about 29 June, and in this order will be the correct stamp of the type mentioned.

Bob also pointed out that the regulation as printed contains a new sentence on page 23, "If the classifier is other than such person, he shall be identified on the stamp as indicated." There is no "stamp" for this purpose and the system of preparation of correspondence should indicate who the official classifier was on a particular document.

As the regulation now stands, only an officer having TS classifying authority may make the judgment whether a document falls within one or more of the exemption categories in the Executive Order. Precise instructions on this and other similar points cannot be issued until the Director has had an opportunity to consider a proposal made to him that he grant an Agency-wide exemption for all documents falling within one of the four exemption categories.

3. Liaison with the Law Enforcement Assistance Administration -- Mr. Osborn stated that the Director has established a policy that the Agency

will be "forward looking" in its dealings with the LEAA. [redacted] was the official liaison officer with LEAA until his retirement. Recently, [redacted] one of Howard's former deputy directors who has retired, has accepted a consultant contract with LEAA and has been established as the official liaison between the Agency and LEAA. Howard pointed out that our work with LEAA is a two-way street and that while we are anxious to provide them with some of our expertise, they in turn are willing to provide us with the results of some of their research. For instance, LEAA's effort in metal detection devices to counter hijacking could have an application in our interest in audio countermeasures techniques.

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4. New Official Photograph of President Nixon - [redacted] noted that the Agency has received new official photographs of President Nixon (both color and black and white) which we are asked to substitute for those now on display. LSD/OL has the negatives and will print only the number of copies that are required. The intent is to replace those we now have, but if there is a need for additional copies a request can be considered. Tex asked that each Office Director assess the needs and convey them to LSD on extension [redacted] not later than 27 June.

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5. The Watergate Caper -- Mr. Coffey stated that the Director has twice made it clear in Morning Meetings that the Agency has said all it intends to say on this subject and desires that there be no chitchat with friends and former employees about it. Any press inquiries are to be referred without comment to [redacted] who is substituting for Angus Thuermer, and any internal inquiries should be referred to Mr. Osborn. Oz would be interested in knowing of any present or former employees who might have been working [redacted]

6. Appreciation -- Mr. Coffey expressed his sincere appreciation to all planning officers and their assistants who worked so hard and long over the past weekend to prepare for the hearing with the Executive Director on the FY 1974 budget.

7. Rabies Scare [redacted] expressed his appreciation to OMS and to [redacted] particularly for defusing a rabies scare which arose at [redacted] where some children were exposed to a rabid puppy.

8. Drug Abuse Exhibit at AMA - [redacted] noted that the Agency's drug abuse exhibit was being well received at the American Medical Association conference in San Francisco this week. We were told that 8 out of every 10 persons who viewed the exhibit took a sniff of the pseudo marijuana. Thus far, five requests have been received to use our display at other gatherings.

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9. Increase in Virginia Income Taxes -- Tom Yale announced that the State of Virginia has just issued a new personal income tax formula which will become effective 1 July. The effect will be to increase tax deductions for Virginia residents from \$2 to \$7 per pay period. An Agency notice is in preparation and the Office of Finance is planning to start the new withholdings for vouchered funds payrolls for the pay period beginning 9 July and on 23 July for unvouchered payrolls.

cc: Each attendee

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1 - DD/S chrono

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MINUTES
DD/S Staff Meeting
13 June 1972



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2. Classification/Declassification -- Mr. Coffey.

A. A revised HR [] will be issued in non-regulatory format. It should be signed today by either Mr. Colby or the Director. The revised HR [] is the law even though it is not structured as the more familiar regulations. " Persons delegated authority to classify information or material and clericals who will be working with such classified information should read and come to understand the substance of revised HR []

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B. The effective date of revised HR [] is keyed to its being printed and distributed to our employees.

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C. The revised HR [] will have to be presented to the Interagency Review Committee for approval. So we do expect some changes in revised HR [] after its first issuance. These changes could be caused by:

(1) changes recommended by the Interagency Review Committee;

(2) experience of our initial effort to implement revised HR [] and/or

(3) applying better regulatory language to revised HR [] the near future.

D. Former Ambassador to Belgium, John Eisenhower, will chair the monthly meetings of the Interagency Review Committee.

E. The "final authority" within the Agency on classification/declassification will be a three-man committee:

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-2-

- (1) the Executive Director-Comptroller;
- (2) the General Counsel; and
- (3) the Inspector General.

25X1A F. We propose that briefings be given to classifiers in your respective Offices. You may brief your own personnel. A briefing team of experts (Messrs. [redacted] could speak to your staff meetings or to a broader cut of your personnel. Mr. Coffey said that he would "like to get your (the Office Heads) judgments" on the matter of briefing classifiers of information or material.

3. Presence of Office Director or Deputy in Washington Area -- Mr. Coffey.

Mr. Coffey reiterated a "law" that has existed for some time in the Agency. That is, the Office Head or the Deputy of a major Agency component must be in the Washington area at all times. If any Office should get in a bind and could not comply, please let us know in advance.

4. Support Directorate Security Violations for May 1972 -- Mr. Coffey.

Sharing in the Support Directorate's ten security violations during May 1972 were: O/DDS with one; OC with six; OF with two; and OMS with one.

5. Support Directorate Personnel Retirements for June 1972.

Civil Service System

<u>Name</u>	<u>Career Service</u>	<u>Effective Date</u>
[redacted]	SL	23 June 1972
	SS	30 June 1972
	SL	30 June 1972
	SL	30 June 1972
	SL	30 June 1972
	SL	30 June 1972
	SP	9 June 1972
	SP	30 June 1972
	ST	30 June 1972
	SS	30 June 1972

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-3-

<u>Name</u>	<u>Career Service</u>	<u>Effective Date</u>
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	SL	30 June 1972
	SF	30 June 1972
	SS	30 June 1972
	SL	30 June 1972
	SF	27 June 1972
	SC	30 June 1972
	SL	30 June 1972
	SF	30 June 1972
	SL	30 June 1972
	SC	30 June 1972
	SF	23 June 1972
	SL	30 June 1972
	S	30 June 1972
	SL	30 June 1972
	SP	30 June 1972
	SP	30 June 1972
	SS	30 June 1972
	SL	30 June 1972
	ST	30 June 1972
	SS	16 June 1972
	SF	9 June 1972
	SS	30 June 1972

CIARDS

	SF	30 June 1972
	SC	30 June 1972
	SF	30 June 1972
	SC	30 June 1972
	SC	30 June 1972

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	ST	30 June 1972
	SC	30 June 1972
	ST	30 June 1972
	SP	30 June 1972
	SC	23 June 1972
	SF	30 June 1972
	SC	30 June 1972
	SC	30 June 1972

6. DCI Speaking Appearances -- Mr. Coffey.

A. The Director spoke to the current Army War College class last week. Even those in the class critical of the Agency said that the Director was the best speaker and that he helped better the Agency's image to those present.

B. The Director is expected to be called as a witness on the "SALT Treaty" hearings before Congress, starting today or tomorrow. The Director also is an annual witness at the Joint Atomic Energy Committee hearings. This year's hearings are delving into SALT-related matters.

7. Around the Table.

Dr. Tietjen noted that the OMS-prepared drug exhibit will go on display at the week-long AMA convention in San Francisco.

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-5-

25X1A [redacted] aid that OTR will be having an orientation on 26-28 June
for about 40 senior officers going to the various senior schools. General Walters
told the recent JCS-DIA class that it is "reassuring what he has learned about CIA."
Some Agency wives who have been stationed in [redacted] have held an orientation for 25X1A
three Agency wives going to [redacted] The substance of the orientation dealt with
'how to manage a family abroad [redacted]' Mr. Cunningham will be leaving for 25X1A
Latin America this Sunday, the 18th.

Mr. Fisher noted that, at a recent American Society for Personnel Admin-
istration meeting, the Chairman, Civil Service Commission, said that merit must
continue to play a major role along with EEO in hiring and promotion of personnel.
Responding to a question from [redacted] Mr. Fisher said that, at last count, 25X1A
there are 225 Agency employees scheduled to retire during June 1972.

cc: Each attendee

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